

Sutton Poyntz Neighbourhood Plan Steering Group

Agenda for meeting on 20th March 2018 to be held in the Blue Duck Bar of the Springhead Pub, Sutton Poyntz commencing at 7.30pm.

- 1. To Receive apologies**
- 2. To Appoint a Chairperson following the resignation of Katrina Blee (Item 2 attached) – Peter Dye is prepared to re-join the Steering Group and be nominated as chair. Nominations of any other persons, who do not need to be members of the current Steering Group, will also be accepted at the meeting.**
- 3. To Approve the minutes of the previous meeting held on 20th February 2018 (attached)**
- 4. To Receive an update on actions arising from the previous meeting (not otherwise on the agenda)**
- 5. To Address items of correspondence**
Item 4a- Response to further Landowner Consultation letter s: to note and agree action.
Item 4b - Email count (from neighbourhood@suttonpoyntz.org.uk)
- 6. To confirm arrangements for meetings with landowners – to discuss dates and format.**
- 7. To Receive changes to membership of the Steering Group and sub-groups (updated contact list attached) - Katrina Blee has resigned from the SG and all sub-groups, Susan Higham has decided not to join the Survey/Consultation sub group, Keith Johnson has joined the Sports and Recreation sub-group and Mike Blee has joined the SG and the Place Appraisal, Housing and Planning and Survey/Consultation sub-groups.**
- 8. To Receive the External Audit Report on the Stage Two Survey and Housing Needs Survey (attached)**
- 9. To Receive sub-group reports including draft Neighbourhood Plan sections:**
 - a) Place Appraisal**
 - b) Survey/Consultation sub-group (pre-circulated record of meetings held 26/02/18 and 08/03/18)**
 - c) Biodiversity and the Natural Environment (pre-circulated record of meeting held 08/03/18)**
 - d) Employment, Business and Tourism including IT/Communications (previously circulated record of meetings held 05/03/18)**
 - e) Heritage**
 - f) Housing and Planning (record of meetings held on 06/03/18, to be circulated)**
 - g) Sports and Recreation (additional members required)**
 - h) Transport (previously circulated record of meeting held on 07/02/18)**
- 10. To Consider the draft vision and objectives and the arrangements for the incorporation of these into the Neighbourhood Plan (Consultants draft attached with suggested amendments by CM from March 2017)**
- 11. To Review progress against the Neighbourhood Plan Timetables (attached)**

12. To Review the Draft Consultation Statement (latest version attached)

13. To Receive a report on income and expenditure

14. To Confirm arrangements for the authorisation and payment of invoices.

15. Any Other Business

16. Date and Time of the Next Meeting

To confirm the date and time of the next meeting as Tuesday 17th April 2018 at 7.30pm.

ITEM 2 Resignation of Katrina Blee as chair of the Steering Group and from the Steering Group/sub-groups.

Following on from my email earlier today, I am writing to confirm that I am resigning as Chairman of the Steering Group and from the Steering Group and sub-groups. This is solely due to continuing attacks on my honesty and integrity by Liz Pegrum.

There are of course various actions outstanding and other matters:

Steering Group

Key views and Local Green Spaces

I have not confirmed with Brian Wilson whether the Steering Group would like to proceed with his quotation for the assessments of key views and local green spaces. I have to date I think only heard back from Colin, Sue E, Andy and Liz (apologies if I have forgotten anyone). If you want to proceed without delay, you may need to go back to Brian as soon as possible.

Interests Forms

These have all gone to Bill E for redaction and publication bar one which needs amendment, so they should all appear on the website shortly.

Landowner meetings

Brian gave me some possible dates in March, I have said to him that this may be too early, as it may depend how soon the survey summary is completed, anyway I will forward his dates to Colin as Secretary for the time being.

Possible consultants to assess potential Local Heritage Assets

I have passed Brian Wilson's suggestions to Bill Egerton .I think anything else for the main Steering Group should track through from the minutes, but do come back to me if you have any queries.

Sub-Groups I was involved with

Biodiversity & the Natural Environment

I have not yet finished the section I was tasked with, Colin, please let me know if you are happy to take this over.

I have not spoken to Graham Cox regarding the green corridor as after doing more research of my own, I think the only route would be via additional TPOs.

You will have to arrange a different venue for your meeting on **1st March**.

Survey Sub-Group

Bill Egerton has joined this group and a meeting was planned for **26th Feb** at my house with apologies from Andy, who is unsure whether he will continue on this particular group. Bill/Colin, you will have to agree a different venue.

Place Appraisal

With my resignation, Bill Egerton will urgently need at least one volunteer to join him in undertaking the redrafting of this document. Bill, obviously no meeting now on **26th Feb**.

Other sub-groups

Keith Johnson has agreed to join Sports & Rec Sub-Group following Liz's stepping down, but Sue Higham is now unsure about continuing on this sub-group. Keith will therefore need at least one volunteer to join him to take this topic forward.

Documentation

I have in my house –

Draft Place Appraisals (which are going in the recycling on Monday as no-one came forward requesting a copy)

Stationery (blutack, pens, post its, spare envelopes and used envelopes okay for re-use for future consultations)

Maps which were done for us by Nick Cardnell

The hard copy archive which Mark Cribb and Bill Davidson started

Original interests forms

I will put all this in a crate, probably next weekend – **Bill E** – would you be prepared to store these as Society Secretary for the time being. There is no rush.

Email or other correspondence

I will pass on any correspondence I receive from now on to Colin as minutes secretary.

You will all need to remove me from any group emails you have created.

Confidentiality

I think the only confidential information I current have access to is the recent survey spreadsheets. The Steering Group may wish to consider whether I need to sign anything in this respect.

Website

I have the password to access the neighbourhood@ emails and the neighbourhood plan page for editing (though have never used either). **Bill E** – you may wish therefore to change these.

I can't think of anything else at present, but do come back if you can think of anything.

All it remains for me is to say that how sorry I am about the situation and I hope the remaining journey towards the making of the Neighbourhood Plan goes well.

Kind regards,

Katrina Blee

ITEM 3 – DRAFT Minutes of the previous meeting.

Sutton Poyntz Neighbourhood Plan Steering Group

Minutes of Meeting held on Tuesday 20th February 2018 in the Blue Duck Bar, Springhead Pub, Sutton Poyntz, commencing 19.40 hours.

Present: Katrina Blee (chair), Bill Davidson, Bill Egerton, Sue Elgey, Tony Ferrari, Andy Hohne, Huw Llewellyn, Colin Marsh, Liz Pegrum.

A total of three residents attended as observers.

1. Apologies

Apologies had been received in advance of the meeting from Keith Hudson, Susan Higham and Keith Johnson.

2. To Approve the minutes of the previous meeting.

The minutes of the meeting held on 16th January 2018 were agreed as a correct record.

3. To Receive an update on any actions arising from the minutes of the previous meeting (not otherwise on the agenda)

Item 3 – BE thanked LP for her advice following the last meeting and informed the meeting that this had enabled him to create a file containing all 'neighbourhood@' e-mail correspondence and confirmed that anyone with an e-mail client address would now be able to gain access to this information. The system was now active but had not been tested. BE was also able to report that the two duplicate e-mail addresses now in use did correlate exactly with regard to the number of e-mails received. LP confirmed that she was satisfied that these actions had discharged her concerns as to public access.

Item 7 – The request for a change in the Terms of Reference of the Steering Group, in respect of a maximum voting membership of 18 and application of Steering Group terms of reference to all sub-groups, had been agreed by the Sutton Poyntz Society at the last meeting. A revised paragraph (sub-section 3) on the creation of sub-groups had been inserted within the terms of reference and the maximum membership of the Steering Group amended to read 18. A hard copy of the revised terms was circulated by BE.

BE noted that the Sutton Poyntz Society Committee was concerned at the risk of expenditure incurred between grant periods and that which was not clearly covered by the terms of the grant. It was also explained that they would be revisiting the question of financial delegation and he would report back on the outcome after their next meeting. LP expressed concern that in future we must be sure that expenditure has been approved as in her opinion unauthorised expenditure could result in a levy on individuals of the Steering Group or the Sutton Poyntz Society. It was explained that a previous problem had arisen due to the £300 expenditure on the traffic survey being ineligible for

grant support. BE requested greater clarity in those situations where no grant support was available and reference back to the Sutton Poyntz Society where doubt existed. CM questioned why the traffic survey expenditure was considered as “unauthorised” when the records of the Steering Group minutes for June and July indicated otherwise. BE stated that no approval for such expenditure had been recorded in the minutes of the Sutton Poyntz Society during this period.

For the benefit of the visitors present the chair explained the difficulties created by the complexities of the grant expenditure process. She suggested that in future, if necessary, the schedule must be allowed to slip until authorisation of expenditure has been formally approved by the Sutton Poyntz Society.

The Steering Group unanimously agreed to adopt the amended Terms of Reference.

Item 8 – It was confirmed that all actions had been completed with regard to the advance publication of agendas and draft minutes.

4. To Address any items of Correspondence

Item 4a – It was agreed that the communication from Nick Cardnell (Weymouth and Portland Borough Council) in respect of consultants for local heritage assets, green space and key view assessment be addressed under Item 10 on the agenda.

It was further agreed that a communication (Item 4c), also from Nick Cardnell, regarding publication of conflicts of interest be considered under item 7 on the agenda.

Item 4b – A number of responses had been received following the letter to landowners and the chair read through the key points of each and sought the advice of the meeting. The decision of the meeting was as follows:-

WH and JH Davidson – Existing planning application referred to. Noted.

N and M Brown – No change of use intended. Noted.

Wessex Water plc – request for more time to collect information acknowledged.

J and J Cunningham – No change of use intended. Noted.

R. Porter – no change of use intended but identified the potential for development on one side of the area of land in the distant future. Noted.

Crocker family – present at the meeting and expressed concern regarding the lack of clarity of the community aspirations and the ability to foresee future intentions over an 18 year time period. In response to a question on the next steps in the process the chair suggested that aspirations would be clearer if there was community support for development outside of the current development boundary. After brief discussion on the use of open and specific questions it was suggested that a meeting with landowners would help clarify some of the issues from both parties perspective, although LP urged caution that we must take care not to irritate landowners.

JC Morris – no change of use intended to the arable land and a question was asked about the publication of Declarations of Interests which it was agreed would be addressed under item 7 on the agenda.

PJS Developments – a few points of clarification were raised and in a subsequent letter an offer was made to meet with the company planning consultant. This was agreed subject to resolving how best to schedule the meetings.

P. Broatch – responded with a number of specific suggestions related to grassland grazing, camping and eco-café development which the meeting felt formed a useful basis for further discussion.

Punch Taverns – holding statement produced and a further response was awaited.

W and R Egerton – no change of use planned. Noted.

S and D Emblen – comments on the need to correct the boundary as represented on the map and comment on the previous intent to build in the field which was now being developed as wildlife habitat and requesting any help in managing this. Noted, possible input from the biodiversity group.
S and L Grant Jones – confirmed use of land for horticultural purposes as part of their garden. Noted.

Terry Pegrum – an offer to meet and discuss future intentions was welcomed by the meeting. The arrangements for meeting with landowners were discussed and it was agreed that Brian Wilson (consultant) facilitate the meeting of Steering Group members with landowners based upon a program of timed slots over one or two days, if possible. TF suggested that a summary of the aspirations of the community based upon the stage two survey be provided to landowners in advance as a basis for this discussion. BE noted that since a conflict between community and landowner aspiration was probable over issues such as the development boundary, some form of compromise arrangement may have to be considered during the process.

When responding to landowner feedback TF suggested that if no change of land use was indicated, only a summary of the survey results need be provided, while for those landowners where a change of use was proposed or a meeting had been requested the summary should be provided along with suggested dates for a meeting with Steering Group representatives. It was agreed to contact all landowners accordingly. **Action:KB**

5. To Note resignations from sub-groups and receive an update on new Steering Group members.

The chair confirmed the resignations of Jez Cunningham, Chris Balfe and Jan Bergman from the Housing and Planning sub-group. LP confirmed her resignation from the Sports and Recreation sub-group and the chair reported that Keith Johnson had agreed to join. Jan Bergman had decided not to join the Steering Group due to work commitments. A number of residents who had attended the January meeting had decided not to join the Steering Group but some intended to continue to attend as observers.

The chair placed on record on behalf of the Steering Group thanks to Jez Cunningham and Chris Balfe for their past input into the Neighbourhood Plan process.

In response to a question from BE the chair confirmed that the names of those who had chosen to step down be removed from the contact list on the village web site and asked that the composition of the survey sub-group be added to the list. **Action:BE**

6. To Appoint a Consultation Statement Co-ordinator.

The chair confirmed that there had been no volunteers forthcoming for this vacancy and given this situation suggested that the survey sub-group take on this key role. This was agreed.

7. To Finalise publication of Conflict of Interest information

In view of the concerns of some members about identity theft, the chair suggested that personal information be placed in the public domain with addresses and signatures redacted, or alternatively individuals wishing to access the declaration of interest forms do so through a request to the chair. After a brief discussion it was agreed to publish redacted forms (no signature or residential address) on the web site. The chair further noted that in order to maintain confidentiality it would be necessary to amend the details on some of the forms. **Action:KB**

8. Stage Two Survey/Housing Needs Survey.

8a) – to receive a report from the survey sub-group (pre-circulated). Upon introduction of the report LP strongly expressed her concern that a Housing Needs Survey (number 294) issued by KB as a spare had been attributed on the spreadsheet to the business at Puddings Field and returned from “Terry’s pig employee” despite LP recording on her survey cover sheet that she had not in the end issued the extra form to this business, but instead to a house on Sutton Road or possibly Puddledock Lane. KB explained that she had recorded the spare form as having been issued to LP for passing onto the person concerned and had done so on the returns sheet since survey responses were already being received back at that stage. LP also expressed concern that form numbers had been used to identify individuals. KB explained that no traceability of numbered forms to individual respondents was possible due to random distribution and that the numbering related only to tracing which batches had gone to which distributors for logistical reasons. The only traceability to a specific survey form related to those respondents who had chosen to provide their name and address. AH was unable to find the record in question on the spreadsheet at the time, however, it was agreed to remove any erroneous reference to a specific individual and to record it as a ‘spare issued to LP’ as had been originally intended.

Action:AH

BD commented upon feedback he had received from residents who were particularly concerned about the number on the back of each survey form. In answer to a further concern it was confirmed that the number of non-returned forms was included on the final page of the report. CM suggested that such negative responses were relatively few and commented on the positive feedback that had also been received from a number of residents. BD sought confirmation as to how feedback comments had been captured and AH directed him to the cell on the spreadsheet relative to the specific question number.

8b) – to receive the schedules of survey feedback. KB suggested that in the interests of clarity all of the survey comments should be extracted and listed separately with clear reference to the question concerned. TF considered that it was impractical for the Steering Group to look at each comment on an individual basis and suggested that separate schedules should be provided for each sub-group relative to their topic area.

Action: Survey sub group and topic sub-groups.

8c) – to consider how/when to communicate results to the community. The suggestion by Brian Wilson (consultant) to present the data graphically was positively received. BE stated that he had completed some initial statistical analysis of his own and will circulate the results. His analysis did however suggest that there was no evidence of ‘survey fatigue’.

The survey sub-group were asked to meet and produce a summary data only report and to make provision for public access to the raw data from the stage two and housing needs surveys. It was also agreed that any attached letters should be included as part of the comments section.

Action: Survey sub-group

9. To Receive sub-group reports

- a) Place Appraisal – no further meeting had taken place but one was planned for 26th February. KB asked for contributions to the revision of the Place Appraisal and it was noted that the Biodiversity and Transport sub-groups have produced some revised material for incorporation.
- b) Biodiversity and the Natural Environment – CM reported that the sub-group had met twice since the last meeting and progress was being made towards a draft chapter for the Neighbourhood Plan following very positive responses in the stage two survey in respect of enhancement of biodiversity and the creation of a green corridor. A policy on flooding was also ‘work in progress’ and as with greenspaces would require input from the Steering Group and other sub-groups as they also impacted on non-biodiversity aspects.

- c) Employment, Business and Tourism – AH reported that a meeting had not been possible due to illness but this would be organised in the immediate future.
- d) Heritage – BE reported that the sub-group had met twice with the focus on researching example chapters and developing further supporting evidence. They had also investigated possible heritage asset consultants through various bodies such as the Civic Society. KB informed the meeting that Brian Wilson had suggested some prospective consultants who had been involved in the Bridport and Puddletown plans and had local heritage experience and agreed to pass the details to BE. **Action:KB**
- e) Housing and Planning – LP reported that a meeting was planned for 6th March.
- f) Sports and Recreation – no meeting had been held.
- g) Transport – SE reported that a meeting had recently been held and a draft section for the Neighbourhood Plan produced and reviewed by Brian Wilson further to which a second revision was to be considered at a meeting on 23rd February. CM noted that feedback on structure and format from BW would be of value to other sub-groups and agreed to circulate the final draft prior to the March meeting. **Action:CM**

On a general note regarding use of feedback from the survey it was agreed that the responses to those questions where there was a tiny majority would need to take into account the opinions of those who had taken an opposing view and may require further consultation.

10. To Agree arrangements for professional assessment of potential green spaces, key views and heritage assets and a timeline for public consultation.

KB reported that a number of assessment criteria were available in relation to green space such as the North Dorset model that had been created by Nick Cardnell and emphasised that most neighbourhood plan groups conducted their own assessments. CM noted that much of the information provided in the Place Appraisal relative to the green corridor and key views would help to facilitate this assessment. Brian Wilson had been approached in order to create an independent assessment and had produced a quotation in respect of local green space and key views; this had only just been received that day and so was circulated at the meeting for consideration. LP suggested that the quote required the addition of 'scoping' information on the precise criteria to be used and this view was endorsed by the meeting. At this point BD declared an interest and asked that his abstention from voting be recorded.

BE proposed that BW supply assessment criteria and that once provided this be subject to Steering Group approval by e-mail round before authorising BW to proceed or not. **Action:KB**

In view of the proposed level of consultancy work a discussion on available finance ensued during which BE confirmed that £5754 of approved grant expenditure remained unspent.

11. To Agree arrangements for drafting of the Neighbourhood Plan vision and objectives.

KB commented upon the importance of this item and CM reminded the meeting of the draft vision and objectives drafted by Brian Wilson 12 months ago. He noted that it had been decided some time ago that the draft objectives should be further developed by the respective sub-groups in preparation for the March meeting. It was agreed that the draft vision and objectives be re-circulated for consideration at the next meeting. **Action:CM**

12. To Review progress against the Neighbourhood Plan Timetable

The following key targets in the 2018 plan were noted:

External audit completion by end February 2018.

Presentation of draft Neighbourhood Plan topic chapters by sub-groups for the March 2018 meeting.

The survey sub-group to meet before the March meeting.

Further consultation with landowners would need to be added to the schedule.

One of the residents present asked about the two six week consultation periods referred to in the long term plan. There was some uncertainty as to whether this may be duplication and it was agreed to clarify this after the meeting and amend the schedule if necessary.

Action:KB

13. To Receive the report on income and expenditure and agree a single point of accountability.

The accounts had been prepared by LP and circulated in advance. It was confirmed that the maximum grant available was £15k and £5.5k had already been spent. It was agreed that in future a budget of expenditure would need to be prepared well in advance and in order to minimise any potential cash flow problems KB and BE would meet at the earliest opportunity.

Action:KB/BE

It was confirmed that LP had mutually agreed with BE that she alone will deal directly with the accounts in future

14. To Review the need for technical support packages in lieu of grant funding.

KB confirmed that in addition to the £15k grant a number of free technical support packages were available some of which had already been used through our consultants. KB read through the list of package titles and concluded from her research that none of the packages available appeared to support the remaining work to be completed other than a health check package for the Neighbourhood Plan which the local authority were prepared to undertake at no cost.

15. Any Other Business

Each member present was asked if they had any other business. No matters were raised and the meeting was declared closed at 22.10 hours.

The date and time of the next meeting was confirmed as Tuesday 20th March 2018 at 19.30 hours.

ITEM4a – Landowner responses (Wessex Water).

Dear Colin,

Here finally is the reply from Wessex Water regarding aspirations for their land.

I did a short reply to Alison to explain that I am no longer Chairman and that I was passing her email to you as Minutes Secretary. I added that she would no doubt be contacted in due course with details of the new Chairman.

Kind regards,

Katrina.

From: Alison Creighton (nee Wyatt) <Alison.Creighton@wessexwater.co.uk>

Sent: 15 March 2018 13:59

To: Katrina Blee

Subject: RE: Sutton Poyntz Neighbourhood Plan

Dear Katrina

Thanks for giving me a bit of time to answer your questions. Having liaised with my colleagues, I have put together the following replies which I hope are helpful:

- 1. Does your organisation foresee any change in the use of the land that they own during the lifetime of the Sutton Poyntz Neighbourhood Plan (next 18 years)?**
 1. Although it is difficult to predict the future(!), Wessex Water expects that it will continue to hold its land at Sutton Poyntz primarily for operational reasons in order to fulfil its obligation as a water and sewage undertaker. This role includes protecting the River Jordan, managing the surrounding land to minimise nutrients and/or pesticides leaching into the river and retaining space to expand the operational works, should this become necessary.
- 2. If so, please expand.**
 2. Not applicable.
- 3. In order to help meet the aspirations of the community and its stakeholder partners:**
 - (a) What do you believe your organisation could offer that would help make Sutton Poyntz a better place in which to live and work?**
 - (b) Do you feel the Sutton Poyntz community could assist them in meeting their aspirations:**

3.(a)&(b) Wessex Water values being a part of the local community and already works closely with several groups. For example, the Sutton Poyntz Biodiversity Group has worked with Wessex Water over a number of years and has obtained grant funding to assist with laying hedges on Wessex Water's land. They also carry out bird and bat monitoring and have drawn up and executed a plan for management of the SSSI woodland. Wessex Water has created a permissive path through the woodland so that local people can enjoy the space whilst the area beyond the path remains protected. This co-ordinated management has also helped with anti-social behaviour in the area. There is a further permissive path crossing Wessex Water owned land that the general public can enjoy.

From an educational point of view, Wessex Water maintains the Water Supply Museum and offers school visits during which pupils are taught about how water is treated and supplied, both historically and today.

Wessex Water is also a landlord, letting a large portion of its land out on a long term tenancy to a local farmer.

Last, but by no means least, the Water Treatment Works are opened to the highly successful 'Street Fayre' every other year and the village beacon is located on Wessex Water owned land. We hope to maintain and continue all these relationships.

Regards,

Alison

Alison Creighton

Estates Officer

Wessex Water

a YTL Company

ITEM 4b – E mail count

- Up to end of January as reported previously (total of 1955)
- February - 127
- March (part month) – 21

ITEM 7 – Changes to membership of Steering Group and sub-groups.

SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP

NAME	TEL. NO.	E-MAIL
Mike BLEE		
Bill DAVIDSON		
Bill EGERTON		
Sue ELGEY		
Tony FERRARI		
Sue HIGHAM		
Andy HOHNE		
Keith HUDSON		
Keith JOHNSON		
Huw LLEWELLYN		
Colin MARSH		
Liz PEGRUM		

Also use the Contact Us facility at <http://suttonpoyntz.org.uk/neighbourhood> or via neighbourhood@suttonpoyntz.org.uk

ALL MEETINGS ARE OPEN AND NORMALLY HELD AT THE SPRINGHEAD PUB AT 19.30 ON THE THIRD TUESDAY OF EACH MONTH.

SUTTON POYNTZ NEIGHBOURHOOD PLAN TOPIC SUB-GROUPS

Sub-group	Volunteer members	Contact e-mail/telephone number
Biodiversity and the Natural Environment	Colin Marsh Jack Winsper Huw Llewellyn	
Employment, Business and Tourism (inc. IT/Communications)	Sue Higham Andy Hohne	
Heritage	Bill Egerton Caroline Crisp Jill Kelsey	

Housing and Planning	John Bellis Liz Brierley John Crisp Bill Davidson Tony Ferrari	
Place Appraisal	Bill Egerton Mike Blee	
Sports and Recreation	Sue Higham Keith Johnson	
Transport	Sue Elgey, Mike Blee Colin Marsh.	
Survey / Consultation Sub-group	Mike Blee Bill Egerton Andy Hohne Colin Marsh	

ALL SUB-GROUPS ARE OPEN TO ADDITIONAL MEMBERS OR CONTRIBUTORS. PLEASE CONTACT ANY SUB-GROUP MEMBER.

15/03/2018

ITEM 8 – External Audit Report

JOHN ALLEN & CO
CHARTERED CERTIFIED ACCOUNTANTS Preston
Weymouth
J.A.T.Allen F.C.C.A Dorset

Our Ref: Tel:
E-Mail:
Your Ref:
Date: 8th March 2018

The Committee of the Sutton Poyntz Neighbourhood Plan Survey and Housing Needs Survey

I was approached to carry out an audit of the above surveys results schedules to test the accuracy of the information entered from the completed surveys submitted from the villagers.

In order to do this I took random samples of 10% of the completed surveys of both schedules and checked the answers given to the survey results schedules.

Of the many entries checked I only found four minor errors that made no material difference to the overall results shown at the end of the schedules.

In my opinion the results shown on both schedules represent a true and fair view of the two surveys.

Yours faithfully

A T Allen F.C.C.A.

NOTES ON AUDIT OF NEIGHBOURHOOD PLAN SURVEY

Survey No 426. Question 17d outside historic core: survey shows Disagree entered as Strongly Disagree

Question 20. Observations 2 Paragraph on survey shown only on schedule as General Observations

Survey 448. Question IOB B&Bs shown as Disagree should be Strongly Disagree

Survey 472. Question 19a Play area shows 1 in both Agree and Strongly Disagree.

ITEM 9 – Draft Neighbourhood Plan Policy sections

Getting Around pre-circulated. Others to be circulated separately as available.

ITEM 10 - Draft Vision and Objectives and proposed amended version

Sutton Poyntz Neighbourhood Plan: Initial draft of the vision and objectives

This draft has been produced following discussion at the Steering Group meeting on 21st February 2017, which took the results of the residents survey as the starting point for creating a vision and objectives for the Neighbourhood Plan. The draft will be considered by the Steering Group when it next meets on 21st March 2017.

Draft Vision:

By the end of the plan period we want Sutton Poyntz to be somewhere that makes the most of its strengths. It will therefore be a thriving and friendly community, whose residents can enjoy an attractive village centre, can reach nearby shops and facilities, and can easily access the beautiful surrounding countryside.

Issues which otherwise detract from residents' quality of life will be less evident.

By the end of the plan period housing will better suite local needs, any new development will add to the village character, recreation facilities will exist, more people will work locally and traffic or parking concerns will be better managed.

Draft Objectives:

1. Retain and promote housing which meets the needs of local residents.
2. Protect the character of the village and its buildings of heritage value.
3. Sustain and improve community facilities and assets which add to residents' quality of life.
4. Promote safe and accessible transport options for all those travelling from and to the neighbourhood.
5. Promote biodiversity and conserve our natural environment with its wildlife habitats.
6. Retain and enhance important green spaces found in and around the village.
7. Support small-scale opportunities for business and local employment.

Issues that could be covered under each of the objectives

(Note: this is not in any way intended to be an exhaustive list, but is some initial food for thought given issues identified from the survey responses.)

1. Retain and promote housing which meets the needs of local residents.
 - Assessing the local need for housing
 - Identifying a development site or sites for new housing
 - Promoting certain needed types of housing e.g. smaller homes
 - Dissuading building of second homes/holiday homes
2. Protect the character of the village and its buildings of heritage value.
 - Identifying built environment features any development should respect (and promoting relevant design, materials, etc)
 - Encouraging aesthetically acceptable renewable energy features
3. Sustain and improve community facilities and assets which add to residents' quality of life.
 - Making it harder to change the use of facilities (to stop their loss to residential)
 - Supporting facility improvement/development projects, if there is one
 - Identifying land for a play area and/or recreation area, if realistic

4. Promote safe and accessible transport options for all those travelling from and to the neighbourhood.
 - Ensuring that any new development has off street parking provision
 - This may be a topic that lends itself more to 'actions' rather than NP policies
5. Promote biodiversity and conserve our natural environment with its wildlife habitats.
 - Retention of local features such as hedges and gardens
 - Retention of wildlife corridors or green corridors
 - Identification of important views to retain into/out of the village
6. Retain and enhance important green spaces found in and around the village.
 - Designating valued/used open areas as Local Green Spaces to protect them
7. Support small-scale opportunities for business and local employment.
 - Supporting home improvements which enable home working / home based businesses
 - Supporting specific development project e.g. waterworks museum, if realistic
 - Telecommunications infrastructure for better connectivity

Brian Wilson Associates

February 2017

Suggested amendments - CM Sutton Poyntz Neighbourhood Plan: Initial draft of the vision and objectives

This draft has been produced following discussion at the Steering Group meeting on 21st February 2017, which took the results of the residents survey as the starting point for creating a vision and objectives for the Neighbourhood Plan. The draft will be considered by the Steering Group when it next meets on 21st March 2017.

Draft Vision:

By the end of the plan period Sutton Poyntz will have built upon its strengths of an idyllic location with a thriving, active and inclusive community. Residents and visitors will enjoy an attractive village centre with easy access to nearby shops, facilities and services as well as the beautiful surrounding countryside with its varied wildlife habitat.

The village and its community will have benefited from housing better suited to local needs, development will have added to the village character, recreation facilities will exist, more people will work locally and traffic and parking concerns will be better managed.

Draft Objectives:

8. Retain and promote housing and development which meets the needs of local residents whilst protecting and enhancing the heritage character of the area and its buildings.
9. Sustain and improve those community facilities and assets which create community integration and a better quality of life.
10. Promote safe and accessible transport options for all those travelling from and to the neighbourhood.
11. Retain and enhance important green spaces in and around the village and promote biodiversity and conservation of our natural environment and its wildlife habitats.
12. Support small-scale opportunities for business and tourism in order to promote local employment.

Issues that could be covered under each of the objectives

8. Retain and promote housing which meets the needs of local residents whilst protecting and enhancing the heritage character of the village and its buildings.
 - Assessing the local need for housing
 - Identifying a development site or sites for new housing
 - Promoting certain needed types of housing e.g. smaller homes
 - Dissuading building of second homes/holiday homes
 - Identifying built environment features any development should respect (and promoting relevant design, materials, etc)
 - Encouraging aesthetically acceptable renewable energy features
9. Sustain and improve community facilities and assets which create community integration and a better quality of life.
 - Making it harder to change the use of facilities (to stop their loss to residential) ??
 - Supporting facility improvement/development projects, if there is one
 - Seek to Identify suitable land for a play area and/or recreation area.
10. Promote safe and accessible transport options for all those travelling from and to the neighbourhood.
 - Ensuring that any new development has off street parking provision
 - This may be a topic that lends itself more to 'actions' rather than NP policies e.g maintain regular dialogue with third parties as to opportunities for meeting community needs such as transport, reduced traffic speed.

		EERING GROUP
RESPONSES TO SURVEY COMMENTS PASSED TO SUB-GROUPS	03/2018	SURVEY SUB-GROUP
CONSULTATION MEETINGS WITH LANDOWNERS FACILITATED BY CONSULTANTS	04/2018	STEERING GROUP
DISTRIBUTION OF NEIGHBOURHOOD PLAN NEWSLETTER NO 4. TO ALL STAKEHOLDERS.	04/2018	SURVEY SUB-GROUP/STEERING GROUP

ITEM 12 – Draft Consultation Statement

Sutton Poyntz Neighbourhood Plan

DRAFT Consultation Statement

Sutton Poyntz Neighbourhood Steering Group

August 2017

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Purpose

The purpose of the consultation statement is to demonstrate how individuals, , businesses households (including those owning holiday homes), land-owners, and statutory bodies have been involved in creating

the Sutton Poyntz Neighbourhood Plan, through a process of direct engagement, one-on-one conversations, meetings, newsletters and open public interaction. The type and scale of consultation is described, alongside the feedback received. More detail on the information provided, and the documents employed, is provided in the supporting annexes.

This Consultation Statement will be submitted to the local planning authority as one of the key supporting documents of the draft Neighbourhood Plan.

Initial Discussions

The possibility of creating a Neighbourhood Plan for the village of Sutton Poyntz was first discussed in 2010 by the Sutton Poyntz Society (295 members, with 253 living within the village itself), even before the Localism Act became law. As the village was not a parish, but within the Borough of Weymouth and Portland, there was uncertainty about how this could be progressed (and funded). However, by early 2016, following discussions with Council Officers, it was agreed that the Sutton Poyntz Society could (subject to certain changes in its constitution) act as a non-parish Neighbourhood Forum.

Preliminary Consultation: February 2016

How We Consulted: During February 2016, a Neighbourhood Planning newsletter (Annex A) was hand-delivered to every dwelling within the proposed Neighbourhood Plan Area (some 230 households). Additional copies were delivered to businesses within the village and to households immediately outside the proposed area including Plaisters Lane, Puddledock Lane, Sutton Road, Verlands Road and Winslow Road. A total of 393 households received the newsletter.

The purpose of this was to inform the public of the proposals to produce a Neighbourhood Plan and seek representations on the proposed boundary for the Neighbourhood Area. It also sought volunteers from the whole of the community who were prepared to participate in a Neighbourhood Plan steering group.

The proposal to create a Neighbourhood Plan, and turn the Sutton Poyntz Society into a Neighbourhood Forum, was unanimously approved at the Sutton Poyntz Society AGM on 13 April 2016.

Representations Received: Twenty responses were received.

Main Issues Raised: There was one outright objection, on the basis that a Neighbourhood Plan was unnecessary and could be divisive, but the remainder were supportive, although some concerns were raised. One respondent felt that the process could be taken over by vested interests, but the remainder addressed the proposed boundary and the possible exclusion of households, at the end of Puddledock Lane and Sutton Road, that had traditionally regarded themselves as members of the village.

How We Used the Results: The representations were noted for future reference as was appropriate and the proposed Neighbourhood Area boundary was revised to accommodate the additional dwellings where practicable and a revised Neighbourhood Area map produced.

Neighbourhood Plan Area Application: June 2016

How We Consulted: In order to meet statutory requirements the draft Neighbourhood Form and Neighbourhood Plan Area Application was submitted to Weymouth and Portland Borough Council on 27 May 2016. The formal consultation period ran from 10 June to 5 August 2016. The application was publicised on-line and in the Dorset Echo. Posters were also put up around the village and in the Springhead Public House. Pending approval, a Neighbourhood Forum Steering Group of volunteers was established, Terms of Reference agreed and a Chairperson elected. The Steering Group first met on 17 May 2016. Every effort was made to ensure broad representation, including those not members of the Sutton Poyntz Society, those with second homes or those working in the village but living elsewhere.

Consequent to the request for volunteers, included in the initial newsletter, over a dozen members of the village (including non- members of the Sutton Poyntz Society) attended the first Steering Group meeting.

Representations Received: The Borough Council received a total of eight representations, five from statutory bodies and three from residents. The statutory body responses were as follows:

- The DCC Flood Risk Management team had no objection to the proposed designation, but provided information on local flood risks that needed to be borne in mind during the planning process;
- The DCC Planning Obligations Manager noted a small area of safeguarded building stone within the Neighbourhood Area;
- Historic England had no objection to the proposal, provided useful information on heritage assets that need to be protected by the Neighbourhood Plan and resources available to help, as well as offering further discussions should they become necessary;
- Highways England had no objection, and noted that the Neighbourhood Area was remote from the nearest strategic highway;
- Natural England offered no direct observation on the application, but provided very helpful information on how Neighbourhood Plans should seek to protect natural assets.

The three individual representations were discussed at the Borough Council Management Committee meeting on 20 September 2016. One representation was in favour of the application. The other two representations questioned the democratic accountability of the Sutton Poyntz Society, but did not present any evidence that the Society did not meet the legally prescribed definition of a Neighbourhood Forum. One of the representations questioned the small size of the proposed Neighbourhood Area, with limited local services and development land, and suggested Preston Ward as more suitable. The Officers' Report recommended that the area was suitable and noted that the arguments in the two dissenting responses were not reasons for the application to be rejected. The Borough Council Management Committee formally approved the application on 20 September 2016. How We Used the Results: The Neighbourhood Plan Steering Group researched other plans, sought training for members and prepared for the first public consultation.

Village Consultation (Stage One Survey): October 2016

How We Consulted: The purpose of this consultation was to seek the general views of the public as to what they liked and disliked about living in the area and their views in relation to a number of key themes based upon ideas the steering group had gathered from an overview of other Neighbourhood Plans. This would help to identify the Vision, Objectives, key Policy areas and aspirations of the community.

During October 2016, a second newsletter (Annex B) and community survey form (Annex C), drafted and agreed by the Steering Group, were hand-delivered to each household within the Neighbourhood Plan Area (230 households). Where possible, members of the Steering Group spoke with each household to explain the process and encourage them to provide their views and opinions. Where people were out, a letter with contact details was left explaining the purpose of the initiative and encouraging their participation. To follow this up, two open days (Sunday 30 October and Monday 31 October 2016) were organised in the Mission Hall, shortly after the survey was distributed, to enable villagers to learn more about the Neighbourhood Plan, talk with members of the Working Group and provide their own views on the content of the Neighbourhood Plan.

Representations Received: 77 completed forms were returned by hand, mail or email. Although individual returns were encouraged (and sufficient forms printed and distributed), most responses were provided by households. The response rate was therefore approximately 20-30%. Over 400 separate 'post-it' notes, detailing concerns and offering ideas and suggestions, were provided by 66 unique visitors over two days.

Main Issues Raised:

LAND USE & CONSERVATION

Protect important views and the green wedge gap

Care for trees, hedges and the village pond

Protect the countryside and rural lanes

Better communicate and cooperate with landowners

BIODIVERSITY & THE NATURAL ENVIRONMENT

Cooperate with landowners and environmental groups to conserve habitat

Include biodiversity criteria in new build planning

Promote clean tidy environment

HERITAGE

Protect heritage sites and ensure development protects their character and setting

Provide information on village's heritage

HOUSING & PLANNING

Retain our village character and sense of community

Focus on smaller houses, both for younger families and for downsizing

Encourage full-time occupancy of houses

Growth through infill rather than from incursion into open country

Use of appropriate materials and design in keeping with village character

TRANSPORT

Preservation of bus service

Lower speed limit, and more considerate parking to improve access

Improved foot and cycle access, especially Puddledock Lane

SPORTS & RECREATION

Support for Mission Hall and Springhead as village social facilities

Improve facilities such as a playground or sports field

Maintain footpaths and tracks - easy access to beautiful countryside and coastline, with great views of and from the village

Potential for a Village Green

EMPLOYMENT, BUSINESS & TOURISM

Work with employers to create jobs

Encourage small businesses, and encourage facilities for visitors

Improved communications coverage, speed and reliability

Non-intrusive infrastructure

Continued use of traditional village communications

How We Used the Results: The results from the first survey enabled the steering group to draft an overall vision, objectives for each of the key topic areas, identify some key policy areas and aspirations and establish topic sub-groups that would prepare the draft Neighbourhood Plan sections.

Village Consultation Drop-in Morning: March 3rd 2017

How We Consulted: An opportunity was provided at the monthly village coffee morning for stakeholders to openly discuss with Steering Group members the results of the Stage One Survey and the next steps to be taken. Members of the public were also encouraged to join the topic sub-groups which would research policies and develop further consultation questions of a more specific type based upon feedback from the initial survey. An outline timetable of the key steps through to completion of the Neighbourhood Plan was provided as a focal point for discussion.

Representations Received: 38 people attended the coffee morning and three residents who were not currently members of the Steering Group agreed to join sub-groups, one on Transport and two on Housing and Planning.

Main Issues Raised: Understanding the next steps in the Neighbourhood Plan process and the work of topic sub-groups.

How We Used the Results: A revised timetable was produced and further non-steering group members involved as members of sub-groups

Village Consultation (Stage Two and Housing Needs Surveys): December 2017 to January 2018

How We Consulted: The purpose of this consultation was to provide an initial assessment of the level of public support for specific types of Neighbourhood Plan policy that had emerged from the earlier public consultation or from sub-group research. It would also seek to determine the future housing needs of households within the Neighbourhood Area.

Following the submission of draft questions by the six topic sub-groups (Biodiversity and the Natural Environment; Employment, Business and Tourism; Heritage; Housing and Planning; Sports and Recreation and Transport) which were agreed by the November Steering Group a Stage Two Survey of specific questions related to these topics was produced. In November 2018 a newsletter (Annex D) was produced informing the public of the work undertaken since the first survey and the next steps to be taken. With the help of our consultants a Housing Needs Survey was produced and agreed by the Steering Group at the November 2017 meeting when arrangements for the consultation were finalised and ratified. The logistics of the process were delegated to a Survey sub-group.

On December 1st 2017 an open forum attended by several members of the Steering Group was held as part of the regular village coffee morning schedule. Fifty two people attended during which the work of the sub-groups was publicised and the forthcoming public survey explained.

From 1st December the Stage Two Survey (Annex E), Housing Needs Survey (Annex F) and a covering explanatory letter() were hand delivered to all premises within the Neighbourhood Area (residential and business) informing residents and other stakeholders. Where possible, members of the Steering Group spoke with each household to explain the process and encourage them to provide their views and opinions.

Where people were out, a letter with contact details was left explaining the purpose of the initiative and encouraging their participation. This was followed by two further door knocking exercises over the weekend of 16/17 December 2017 and during the first week in January 2018, again a reminder letter being left when people were out. Prior to each of the three key stages 12 posters were placed in prominent places around the village (Annex J) reminding people to return their survey forms.

A Draft Place Appraisal document had been produced in 2017 by a sub-group set up for the purpose and following agreement at the November 2017 Steering Group meeting this was made publicly available for comment at the December 1st 2017 coffee morning. The introductory letter distributed with the surveys made reference to this document being available at the village web-site address and this was verbally communicated by distributors. Additionally 75 hard copies of the Place Appraisal were made available on a loan basis through the distributors for those without electronic access or who preferred this format.

A deadline for returns of the 5th January was publicised. A number of survey forms were returned after this date and accepted, the final return being received on 12th January.

Representations Received: Out of 533 Stage Two Survey forms distributed, a total of 253 completed forms were returned by hand, mail or e-mail, this represented 267 respondents or 50.1%. Although individual returns were encouraged (and sufficient forms printed and distributed), most responses were provided by individual households. Survey forms were sent by e-mail to those stakeholders who were not residents and forms were distributed upon request to their employees who were working in the neighbourhood area

A total of 245 Housing Needs Survey forms were distributed to households within the neighbourhood area, 31 of which were returned complete, a total of 12.7%. Those households without housing needs, as identified by responses to the first question, were informed that they were not required to return the form.

Main Issues Raised:

The survey responses and comments were recorded, cross-checked and external verification completed.

The results showed:

Biodiversity and the Natural Environment

Employment, Business and Tourism

Heritage

Housing and Planning

Sports and Recreation

Transport

How We Used the Results: The feedback preferences and comments were used to revise specific topic objectives and produce draft policies for incorporation into the draft Neighbourhood Plan.

Consultation with Landowners: February 2018

How We Consulted: A list of landowners who owned land outside of the current development boundary was compiled. A letter was drafted which requested details of the plans for the land holding in the future, ways in which they felt they could contribute to the community aspirations and ways in which they felt the community could help them.

The letter (l) which included a map of the land concerned was distributed on 1st February with a deadline of 16th February for returns.

A summary of the survey results was forwarded to all landowners and those whom had indicated a planned change in land use or who had requested a meeting with the Steering Group were offered a series of time and date slots for a meeting which was to be facilitated by Brian Wilson (consultant).

Representations Received: Out of a total of letters distributed n responses were received by the deadline. X responses stated that there was no planned change of use, y outlined their plans and z provided no clear response.

Main Issues Raised:

How We Used the Results: Initial responses were used to confirm land ownership and take no further action or make amendments to land ownership maps or arrange for further consultation through correspondence or meetings with individual landowners.

Annexes:

- A. Sutton Poyntz Society Neighbourhood Planning Newsletter 1 - February 2016.
- B. Sutton Poyntz Neighbourhood Plan Newsletter 2 - October 2016.
- C. Sutton Poyntz Neighbourhood Plan Stage One Consultation Survey.
- D. Sutton Poyntz Neighbourhood Plan Newsletter 3 – November 2017
- E. Sutton Poyntz Neighbourhood Plan Stage Two Consultation Survey
- F. Sutton Poyntz Neighbourhood Plan Housing Needs Consultation Survey
- G. Covering letter for Stage Two Survey.
- H. Sutton Poyntz Neighbourhood Plan Newsletter 4 – 2018
- I. Sutton Poyntz Neighbourhood Plan Letter to Landowners.
- J. List of Public Poster Sites

SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP

RECORD OF SUB-GROUP MEETING

Topic sub-group - Biodiversity and the Natural Environment

Date of Meeting 08/03/2018

Time of meeting from 10.10 **to** 10.55

Location of Meeting Springbank, 2 The Puddledocks

Present: Colin Marsh, Jack Winsper

Apologies: Huw Llewellyn

Key Discussion Points

- All actions from the previous meeting had been addressed except 1 and 7 which remained work in progress.
- Following the resignation of Katrina Blee as chair of the Steering Group it was hoped that she would continue as a member of the biodiversity sub-group.
- The draft Biodiversity section had been pre-circulated and was amendments suggested by JW were processed. These related to grammatical and minor changes of emphasis. It was agreed to remove the sentence from BNE 2 relating to character of development adjacent to areas of green space as it was felt that this was a housing and planning matter.
- Some uncertainty was expressed as to the acceptability of raising Tree Protection Orders (TPO's) on trees in green space as part of policy and it was agreed to refer this to Brian Wilson. JW also wondered who would raise the TPO's.
- It was noted that the Steering Group were finalising an independent assessment of Local Green Space through consultants and a provisional date has been agreed of 21 March 2018.
- Agreed to amend AP2 to reflect the involvement of community groups such as the Sutton Poyntz Biodiversity Group in providing guidance to residents.
- Regarding the draft ecology section for inclusion in the redrafted Place Appraisal JW considered that this was the bare minimum that was acceptable and felt that the community involvement in the Garden Bird Watch scheme should be emphasised more. CM agreed to review this.
- No further amendments had been suggested to the Flooding policy following the e-mail round. JW was thanked for his drafting of this section.
- The meeting closed at 10.55 hours. The next meeting is to be arranged once feedback from the consultants and Steering Group has been agreed.

Actions

- 1. Incorporate amendments to the draft section on Biodiversity arising from the meeting and any further amendments arising from the review by HL.**

Action:CM

- 2. Send redrafted Biodiversity section to Brian Wilson (consultant) for comment.**

Action : CM

- 3. Review Garden Bird Watch emphasis within the Place Appraisal ecology section.**

Action:CM

- 4. Forward Neighbourhood Plan section on Flood Prevention to Brian Wilson (consultant) for comment and feedback.**

SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP

RECORD OF SUB-GROUP MEETING

Topic sub-group – Survey/Consultation

Date of Meeting 26/11/2018 **Time of meeting from** 19.40 **to** 20.35 **hours**

Location of Meeting – 2 The Puddledocks

Present: M. Blee, B Egerton, C. Marsh

Apologies: None received

Key Discussion Points

- BE and MB had recently joined the group following a request for additional members. Susan Higham had also expressed an interest in joining. Katrina Blee had resigned from the group following her resignation as chair of the Steering Group.
- CM outlined the primary purpose of the meeting as being to collate and arrange for publication of the results from the public consultation Stage Two Survey and Housing Needs Survey.
- It was agreed that in line with the Steering Group decision all data was to be published without interpretation. Any comments would need to be grouped and summarised relative to the question to which they referred and a section would be included to cover general comments. BE was thanked for initiating work on this. Arrangements would need to be made for public access to the complete database.
- The following requirements were identified:-
Extract the comments which related to Q20 (Place Appraisal) of the stage two survey.
Summarise the numerical feedback from the 31 copies of the Housing Needs Survey, ensuring that all data was anonymised.
Summarise the data and comments from the Stage Two Survey against each question.
- It was agreed that the data should be presented to the public in a Newsletter format as with the first survey.
- It was aimed to produce a full draft of the results for presentation to the Steering Group meeting on 20th March 2018.
- BE noted that it was important to keep the Consultation Statement updated with regard to the consultation process and feedback and CM confirmed that he was in the process of doing this. It was noted that detailed feedback would need to be included as Annexes.
- The public feedback Newsletter should consist of an introduction followed by the summarised data. It was agreed to incorporate a statement in the introduction noting that following representations from affected residents it had been decided by the Steering Group not to record the data relating to choice of specific sites under questions 4,5 and 13. Since local green space and key views were to be assessed by an independent consultant any additional responses suggesting specific sites would be passed on to the consultants for consideration. It was also agreed to include a summary of the survey issue and return data and to note factors such as issue of two forms to single person households as indicators of an even higher return rate than the provisional 50.1%; 269 forms had been returned from 440 premises. The fact that employees of businesses who worked in the area had also

been given the opportunity to complete survey forms should be included. An explanation would also be provided as to the reason for numbering the survey forms. It was recognised that the data remained subject to a final external audit which was expected by the end of February.

- It was agreed to aim for a target date for publication of the Newsletter by the end of March subject to Steering Group endorsement.
- It was agreed that the next meeting would be held at 2 The Puddledocks on Thursday 8th March at 7.30pm.

Decisions/Actions Taken

Extract and group in an accessible format the comments in response to Q20 regarding the Place Appraisal **Action: BE**

Extract all text box comments associated with specific questions and incorporate into the overall comments spreadsheet . **Action:BE**

Extract and summarise the data from the Housing Needs Survey and make this available to the Housing and Planning sub-group. **Action:MB**

Produce a draft format for the Newsletter **Action:CM**

Populate newsletter with data **Action:Survey sub group on 8/3/18**

SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP

RECORD OF SUB-GROUP MEETING

Topic sub-group – Survey/Consultation

Date of Meeting 08/03/2018 **Time of meeting from** 19.40 **to** 20.45 **hours**

Location of Meeting – 2 The Puddledocks

Present: M. Blee, B Egerton, C. Marsh

Apologies: None received. Susan Higham confirmed that she would not be joining the group.

Key Discussion Points

- CM stepped through the actions from the last meeting.
- Action 1 - BE had extracted the Place Appraisal comments and provided a summary which had been included in the draft Newsletter No.4.
- Action 2 - BE had incorporated comments associated with specific questions into the overall comments spreadsheet.
- Action 3 - MB had extracted and summarised the Housing Needs Survey data and circulated this to the Housing and Planning sub-group. It was agreed that the summarised key trends be incorporated into the Newsletter rather than the detailed data subject to inclusion of a comment noting that the detailed data would feed into the work of the Housing and Planning sub-group. MB suggested that the data in the Housing Needs Survey report should be presented graphically and placed on the village web site.
- Action 4 – CM had produced a draft Newsletter template ready for populating with data. It was agreed that the question responses be represented in a coloured histogram format as per the example provided by BE.
It was felt that a lower cost non-gloss paper should be used and that the limited amount of colour print used was justified from a cost perspective.
It was agreed to include a precis of comments as per the example provided by CM under Q11 subject to space constraints.
BE suggested highlighting the topic headers in green, this was agreed.
- Action 5 – Population of the Stage Two Survey report template with data. BE would provide a revised template with graphical representations of the question responses along with a summary of solicited general comments from the Stage Two Survey and the actual comments related to specific questions.
This data would be used to complete a summary of comments with which to populate the comments text box for each question.
- CM reported that the Consultation Statement had been updated and verified with Brian Wilson (consultant) and would be circulated to the Steering Group for consideration at the next meeting.
- Following the resignation of the chair of the Steering Group it was noted that the action of writing to those landowners who had responded to the consultation letter was required. It was agreed that letters be drafted.
- It was agreed that the next meeting would be held at 2 The Puddledocks on Thursday 15th March at 7.30pm.

Decisions/Actions Taken

Amend Newsletter section on Housing Needs Summary with addition of a sentence as agreed. Action:CM

Amend Newsletter to incorporate question responses in a histogram format and highlight topic headings. Circulate to sub-group. Action:BE

Circulate to sub-group members a summary of solicited general comments and the individual comments associated with each specific question. Action:BE

Provide a summary of comments for each question as per the Question 11c and 11d example and include in the Newsletter template. Questions 1 to 10 Action:CM; Question 11 to 13 and 18 and 19 Action:BE; Question 14 to 17 Action MB.

Draft the response letter templates for landowners Action:CM

SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP

RECORD OF SUB-GROUP MEETING

Topic sub-group – Survey/Consultation

Date of Meeting 15/03/2018 **Time of meeting from** 19.35 **to** 20.50 **hours**

Location of Meeting – 2 The Puddledocks

Present: M. Blee, B Egerton, C. Marsh

Apologies: None received.

Key Discussion Points

- The two primary topics of discussion were replies to feedback comments and the draft Newsletter.
- Following distribution of the summary of unsolicited and written comments by BE to sub-groups, MB commented that the view of many in the Housing and Planning Group was that individual responses to comments was not necessary. BE and CM were of the view that an appropriate reply was the right thing to do. It was agreed that this was a matter for discussion at the Steering Group.
- Each of the actions agreed at the previous meeting had been completed and a first complete draft of Newsletter 4 produced. MB had experienced some difficulty in summarising the comments for the housing related questions and felt that the summary of comments often contradicted the preferred choices. As a result he felt that some degree of interpretation was necessary. Since this had not been done by BE and CM it was felt that a purely factual representation without explanation of comments was needed. It was agreed to adopt this approach and MB would review his summary of the housing questions and ensure that it was consistent with this style. A decision would also be needed regarding the way that part questions were recorded ie by section or as an overview for purposes of consistency. The decision would be a matter for the Steering Group.
- It was agreed that receiving the endorsement of the Steering Group for the content of the newsletter was the priority and that the obvious formatting issues could be discussed subsequently.
- It was agreed that font size would necessitate an A4 Newsletter, coloured bar graphs should be used and that in order to reduce the number of pages narrow margins should be adopted. It was agreed that the first draft should be distributed to the Steering Group as soon as possible prior to the meeting on the 20th March.
- It was noted that the full survey data would be available in the public domain and there was some discussion as to whether an Excel spreadsheet was the most accessible format. BE felt that the raw comments may be better published as a Word document and that their publication should not be delayed by awaiting replies from sub-groups. It was noted that the provisions of the Data Protection Act raised questions regarding the attribution of comments to individual respondents.
- Arrangements for printing were discussed and it was agreed to use Solo Press as before. A lower grade paper was suggested with a maximum 250 copies in order to reduce costs. It was felt necessary to retain colour.

- It was noted that before letters to landowners could be sent out the newsletter summary would have to be published as it would need to accompany the letter. CM had drafted three styles of standard letter to cover the various responses and he agreed to forward these to the Steering Group along with the draft Newsletter.
- The next meeting would be decided by e-mail round..

Decisions/Actions Taken

- 1. MB to review the summary of comments relative to the housing questions for consistency of style against the other questions, amend the draft Newsletter and forward to CM/BE. Action:MB**
- 2. CM to circulate draft Newsletter along with the draft Landowners letters to the Steering Group as soon as possible prior to the meeting on 20th March. Action:CM**

Housing and Planning Sub- Group

Meeting 6 March 2018

Present:

Liz Pegrum (EP) Tony Ferrari (TF) John Bellis (JB) John Crisp (JC) Bill Davidson (BD) Mike Blee(MB)

Notes and action points

1. Considered Brian Wilson's answers to our initial questions. See attached email. Wide ranging discussions on the subjects and Brian Wilson's (BW) responses, together with a review of the survey results which enabled the conclusions, actions and approach set out at 2 below to be agreed. General agreement that we must follow the survey and not try to persuade people to change their opinions. JC commented that the survey was badly drafted in places and had led the responses - different questions would have come to a different answer. All agreed that many of the answers to the survey were contradictory and it would be difficult to work around these but we must try to come to reasonable conclusions. BD was concerned that the minority views were not being considered, and no consideration of smaller groups, or non-participants in the survey was to be included in the plan. There would be a further consultation in due course which might enable these views to be brought out. Further consultation might help to iron out the inconsistencies in the survey response.
2. Outline approach:
 - Housing Numbers: 1-20 seemed to be suggested by the survey, some discussion as to whether it should be weighted in any way and how these numbers could follow through into the plan, but BW had said that we cannot cap the numbers but can define density, this seemed to be difficult to achieve. Agreed weighting not appropriate. EP to contact Brian Wilson to ask how this might be tackled in Sutton Poyntz, and how this might be realistically related back to the survey results. **(Action EP)**
 - Housing need: it was felt that the survey had not identified housing need because most people own their own homes and therefore there was no need for affordable housing. If more houses were to be built they would be open market houses and not restricted to the village so although there was a desire, identified by the housing need survey for smaller two bedroomed houses and bungalows it was felt this was not fully supported by the HNS and BW had intimated the same in his advice email. It might be possible to look again at the housing need in Preston as a whole and take a fraction of that as an allocation to Sutton Poyntz, but the feeling was this would not give any meaningful or useful figures. Similar calculations on the basis of a fractional approach had been attempted earlier on in the process and had only given extremely small numbers certainly less than the 0 to 20 indicated by the survey. Await answers to BW's questions to the housing numbers/density, but in general felt that the main reaction to the HNS survey was to look at the design and size of any future builds.
 - Identification of housing sites; it was agreed that identifying housing sites within the village could cause controversy and opposition to the plan and therefore it was agreed that no such sites should be identified. Discussion as to what the types of sites might be - agreed that the plan had been in favour of building in gardens and just about in favour preferably as a secondary option of knocking down and building higher density properties on the site. Discussion as to whether the site next to the pond might be suitable for development – JC thought Miss Saunders garden and house plus adjacent property would be suitable for a knockdown and redevelopment of small cottage style houses next to the pond - general agreement that this might be a good idea but could cause controversy and the plan being rejected at referendum, so no mention in the neighbourhood plan. Similarly BW's suggestion of development behind the Waterworks was thought to be inappropriate, but again not be mentioned in the plan because of controversy.
 - Development Boundary; the survey had clearly shown that there was no desire to change the development boundary and it was agreed that this should be reflected in the policies.

- Attitude to affordable; although EP was in favour of affordable housing in the village on a moral basis, the feeling around the table was that it was not appropriate for the village. MB said it would not be sustainable and therefore no need to consider affordable housing.
 - How do we deal with consultation with landowners? Agreed this was now difficult, because the development boundary would not be changing and therefore, in reality there was nothing to discuss with developers. We had missed the opportunity to see whether they would be prepared to offer something to the village in exchange for development. Consultation to be dealt with by the main committee, this subgroup to consider the results in due course.
 - Style and design : difficulty with style and design is that the survey is contradictory, seems to be a majority in favour of reflecting the design of nearby properties while at the same time wanting the design to reflect the style in the village core, careful wording needed to encompass both. Style should include size of properties, number of parking spaces, electrical charging points, and the need for smaller houses within the village. Agreed that too many stipulations could put off developers as it would make knockdown and rebuild projects unaffordable.
3. Proposed policy template: agreed that JC and JB would put together a first draft of the template for first three of the agreed policies (bullet point only, not prose) to be circulated by end of play Sunday 11 March. Rest of the group would then send comments back to EP by Friday 16 March who would amalgamate into a format for circulation prior to the steering group meeting on 20 March.

The four policies were agreed as;

- numbers/density/size of new build
 - development boundary
 - style and design to include car parking and electric chargers
 - key views
4. Key Views - at meeting was agreed to leave drafting of this policy until after the assessment visit on 21/3. EP is going to drive round the consultants to get them to the more difficult viewpoints. (MB emailed EP after the meeting to suggest a policy should be ready for the steering group meeting on 20 March.)

Sutton Poyntz Neighbourhood Plan

Shaping The Future Of Our Community Together

Newsletter No 4

April 2018

<http://www.suttonpoyntz.org.uk/index.php/neighbourhood>

Dear All,

First of all, a very big thank you for taking the time to complete the recent Neighbourhood Plan surveys. We received a very high return rate of over 50% for the StageTwo Survey based upon the issue of two surveys per household, so in fact we received 269 returns from 242 premises which is even more impressive given a population estimated at 456 of whom 40 to 50 are in the under 16 age bracket. Many thanks also to those employees working for businesses in the neighbourhood area who took the time to complete surveys. The Housing Needs Survey was probably not relevant to many households, but 12.7% were returned completed and this will help shape future policy in this area.

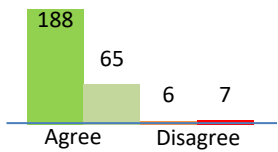
The feedback you have provided along with that from the first survey will form the basis of the Neighbourhood Plan and the six topic sub-groups are currently busily engaged in identifying your preferences and taking on board your comments in order to arrive at representative policies. As you will see from the summary of results below, our job has been made much easier as a result of residents expressing a clear preference in response to many of the questions and contributing some really helpful suggestions. The complete data can be viewed at ...

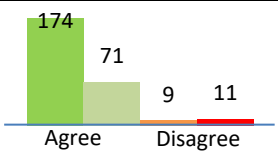
Please note that the information relating to specific potential locations in respect of questions 4, 5 and 13 has not been recorded. Following representations from affected residents and landowners the Steering Group decided to withhold this feedback and appoint independent professional consultants to carry out the identification and assessment of local green space, key views and local heritage assets.

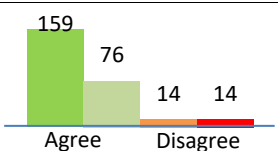
Note: Respecting confidentiality is critical and any residents concerned about the numbering of survey forms are assured that this was done to ensure that returns could be statistically accounted for and enable us to determine which forms were held by individual distributors. Due to the random distribution of the surveys no traceability to individuals or individual households was possible other than where names were voluntarily provided.

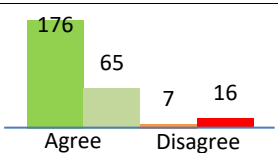
SUMMARY OF STAGE TWO SURVEY RESPONSES

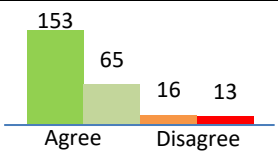
BIODIVERSITY AND NATURAL ENVIRONMENT

Q1) In order to reduce flood risk do you support a policy where all new developments will be planned so as to minimise additional surface water run-off from properties?		 <p>188 65 6 7</p> <p>Agree Disagree</p>
Summary of Comments by type / (number)	No flood risk area map(1), Flooding already covered by building strategy(2), Manage existing blocked drains etc (1)	

Q2) Would you support the designation of a Biodiversity Green Corridor?		 <p>174 71 9 11</p> <p>Agree Disagree</p>
Summary of Comments by type / (number)	Supportive eg excellent, key, (15), Already protected (6), Include other areas eg Plaisters, Old Bincombe, Spring Bottom, Osmington Brook(5), Get landowner permission (5), Must stop/reduce development (4), Ask open question (4), How enforce (1), Define more clearly (2), Other eg narrower (1), evidence (1), wildlife friendly (2).	

Q3) Would you support a Neighbourhood Plan policy that promotes the enhancement as well as the conservation of biodiversity?		 <p>159 76 14 14</p> <p>Agree Disagree</p>
Summary of Comments by type / (number)	Leading question (1), How can you guarantee enforcement(1), No proof for context statement (2), Proviso of no unauthorised access(1), Not required here (1)	

Q4) Do you agree with the creation of a list of important green spaces which would be protected in this way?		 <p>176 65 7 16</p> <p>Agree Disagree</p>
Summary of Comments by type / (number)	How would they be protected (1), Need landowner agreement (1), Absolutely not (1).	

Q5) Do you agree that a list of key views to be protected in this way should be drawn up?		 <p>153 65 16 13</p> <p>Agree Disagree</p>
Summary of Comments by type / (number)	No ownership/right to a view (2), Cannot protect (1), Too specific/fussy (1), Too late (1), What are the implications (1).	

Q6) Do you agree that the Neighbourhood Plan should aim to strengthen current	
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protection by including a policy based on the following statements?	
a) Future development should only be permitted where it retains those trees, orchards and hedges which have been assessed as contributing significantly to the character of the village or to local biodiversity?	<p>124 96 Agree Disagree 24 19</p>
b) Where a significant tree is felled due to it being diseased, dying or dangerous, at least one replacement will be planted in a suitable location and will be of a species appropriate to the local area?	<p>127 94 Agree Disagree 22 18</p>
c) The Neighbourhood Forum will be directly consulted on all tree applications, notifications and planning applications where trees, orchards and hedges may be adversely affected?	<p>97 96 Agree Disagree 41 27</p>
Summary of Comments by type / (number)	<p>a) Leading/presumptive question (2), Professional assessment?(3), Good if can change (1), Not interfere (1) b) Doesn't happen now(1), Who determines local species (1), Not interfere (1). c) Already applies (2), Difficult to implement (1), Replace badly sighted trees (1), Not interfere with private land (3), Need hedge management (1).</p>

EMPLOYMENT, BUSINESS, TOURISM AND IT COMMUNICATIONS

Q7a) Do you want a village shop?	
Summary of Comments by type / (number)	<p>38 97 Agree Disagree 71 46</p>
	<p>No/not viable (14), Enough shops nearby (7), Neutral (2), Cause increased congestion (1), Only typical village store (1).</p>

Q7b) What do you think should be sold in such a shop?	
i) General store items? Comments: Yes (2), Not an unbranded coop(1),	<p>51 74.5 Agree Disagree 41.5 31</p>
ii) Locally sourced produce – for example fruit, vegetables? Comments: Greengrocers (1), Meat and game (1).	<p>59.5 83.5 Agree Disagree 28 29</p>
iii) Locally sourced arts and crafts? Comments: Yes (1)	<p>32 92 Agree Disagree 42 30</p>
iv) Should it include a tea/coffee shop? Comments: we have a pub (1), Yes(1), No (1).	<p>40 89 Agree Disagree 40 31</p>

Q7c) How many hours per week would you be prepared to volunteer to work in the shop?		<table border="1"> <tr> <th>Response</th> <th>Count</th> </tr> <tr> <td>None</td> <td>145</td> </tr> <tr> <td>1-4</td> <td>65</td> </tr> <tr> <td>5-10</td> <td>3</td> </tr> <tr> <td>>10</td> <td>2</td> </tr> </table>	Response	Count	None	145	1-4	65	5-10	3	>10	2
Response	Count											
None	145											
1-4	65											
5-10	3											
>10	2											
Summary of Comments by type / (number)	When retired (3), Medically unfit (1), Too old (1), Yes if not at university (1)											

Q7d) Do you have any suggestions for a suitable location?	
Comment by type/number: Cartshed if solve parking (17), Springhead or nearby (15/6), Congestion concerns (13), Wessex Water site (8), Evangelical Church (5), No (5), Mission Hall/Orchard (4), Private house (2), Market stall (1), Honesty phone box (1), Plaisters Lane/Sutton Road(1), Puddledock (1).	

Q8a) Do you agree that on balance the benefits of attracting such new business outweighs the potential problems associated with increased traffic?		<table border="1"> <tr> <th>Response</th> <th>Count</th> </tr> <tr> <td>Agree</td> <td>26</td> </tr> <tr> <td>Disagree</td> <td>80</td> </tr> <tr> <td>Disagree</td> <td>103</td> </tr> <tr> <td>Disagree</td> <td>54</td> </tr> </table>	Response	Count	Agree	26	Disagree	80	Disagree	103	Disagree	54
Response	Count											
Agree	26											
Disagree	80											
Disagree	103											
Disagree	54											
Summary of Comments by type / (number)	No benefit for us (1), Home based and not business parks (1), Creates more traffic (1), Need car park (1) , where/what? (1),comment on live /work here.											

Q8b) Would you be willing to accept the following types of business premises?												
i) Dedicated work or office spaces provided within homes		<table border="1"> <tr> <th>Response</th> <th>Count</th> </tr> <tr> <td>Agree</td> <td>53</td> </tr> <tr> <td>Disagree</td> <td>145</td> </tr> <tr> <td>Disagree</td> <td>35</td> </tr> <tr> <td>Disagree</td> <td>20</td> </tr> </table>	Response	Count	Agree	53	Disagree	145	Disagree	35	Disagree	20
Response	Count											
Agree	53											
Disagree	145											
Disagree	35											
Disagree	20											
Comments: As part of new housing (1), For playgroups, hairdressing,doctor/dentist,etc (1)												
ii) Office and light industrial units		<table border="1"> <tr> <th>Response</th> <th>Count</th> </tr> <tr> <td>Agree</td> <td>13</td> </tr> <tr> <td>Disagree</td> <td>46</td> </tr> <tr> <td>Disagree</td> <td>84</td> </tr> <tr> <td>Disagree</td> <td>103</td> </tr> </table>	Response	Count	Agree	13	Disagree	46	Disagree	84	Disagree	103
Response	Count											
Agree	13											
Disagree	46											
Disagree	84											
Disagree	103											
Comments: Depends on type/size/space available (4), No light industrial units (2)												
iii) Storage and distribution units		<table border="1"> <tr> <th>Response</th> <th>Count</th> </tr> <tr> <td>Agree</td> <td>7</td> </tr> <tr> <td>Disagree</td> <td>20</td> </tr> <tr> <td>Disagree</td> <td>79</td> </tr> <tr> <td>Disagree</td> <td>138</td> </tr> </table>	Response	Count	Agree	7	Disagree	20	Disagree	79	Disagree	138
Response	Count											
Agree	7											
Disagree	20											
Disagree	79											
Disagree	138											
Comments: Depends on size/no room (3), Poor access (1)												

Q8c) Do you have any ideas of suitable locations?	
Comment by type/number: No/none/Poundbury (14), Wessex Water site/field (5), In homes with parking (4), Light industry/affordable homes near G12/farm (2), Behind Northdown Farm (2), Near Springhead (2), Cartshed (2),Rough pasture (1), Evangelical Church (1), Part of new housing (1), Site dependent (1), Need care home (1).	

Q9a) What best describes mobile phone reception at your home?		<table border="1"> <tr> <th>Response</th> <th>Count</th> </tr> <tr> <td>Exc'l't</td> <td>142</td> </tr> <tr> <td>Var'ble</td> <td>102</td> </tr> <tr> <td>Poor</td> <td>15</td> </tr> <tr> <td>None</td> <td>0</td> </tr> <tr> <td>N/A</td> <td>7</td> </tr> </table>	Response	Count	Exc'l't	142	Var'ble	102	Poor	15	None	0	N/A	7
Response	Count													
Exc'l't	142													
Var'ble	102													
Poor	15													
None	0													
N/A	7													
Summary of Comments by type / (number)	Added an option of 'good' (3), named providers (2),													

	Depends upon supplier (1).	
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Q9b) How satisfied are you with the speed of the internet connection at your home?		<table border="1"> <tr> <td>Satisfied</td> <td>44</td> </tr> <tr> <td>Dissatisfied</td> <td>152</td> </tr> <tr> <td>N/A</td> <td>57</td> </tr> <tr> <td></td> <td>7</td> </tr> <tr> <td></td> <td>6</td> </tr> </table>	Satisfied	44	Dissatisfied	152	N/A	57		7		6
Satisfied	44											
Dissatisfied	152											
N/A	57											
	7											
	6											
Summary of Comments by type / (number)	Other homes are faster (1)											

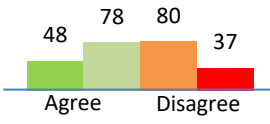
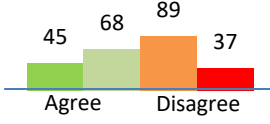
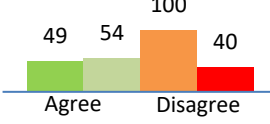
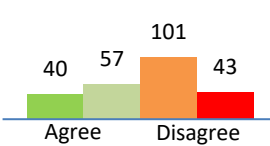
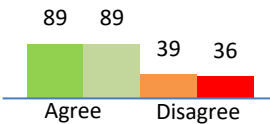
Q9c) How satisfied are you with the reliability of the internet connection at your home?		<table border="1"> <tr> <td>Satisfied</td> <td>41</td> </tr> <tr> <td>Dissatisfied</td> <td>168</td> </tr> <tr> <td>N/A</td> <td>42</td> </tr> <tr> <td></td> <td>9</td> </tr> <tr> <td></td> <td>6</td> </tr> </table>	Satisfied	41	Dissatisfied	168	N/A	42		9		6
Satisfied	41											
Dissatisfied	168											
N/A	42											
	9											
	6											
Summary of Comments by type / (number)	No comments											

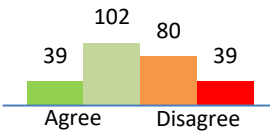
Q10a) Do you agree that on balance the benefits of attracting tourism outweigh the potential problems associated with increased traffic?		<table border="1"> <tr> <td>Agree</td> <td>28</td> </tr> <tr> <td>Disagree</td> <td>94</td> </tr> <tr> <td></td> <td>88</td> </tr> <tr> <td></td> <td>38</td> </tr> </table>	Agree	28	Disagree	94		88		38
Agree	28									
Disagree	94									
	88									
	38									
Summary of Comments by type / (number)	Plenty of visitors (1), Neutral (3), No (1), Only seasonal? (1)									

Q10b) Would you like to see any of the following additional tourist facilities?										
i) More B&Bs and hotels Comments: Yes but not hotels (8), Neutral (2), No (2) Hotel at Springhead (1).		<table border="1"> <tr> <td>Agree</td> <td>12</td> </tr> <tr> <td>Disagree</td> <td>85.5</td> </tr> <tr> <td></td> <td>108.5</td> </tr> <tr> <td></td> <td>48</td> </tr> </table>	Agree	12	Disagree	85.5		108.5		48
Agree	12									
Disagree	85.5									
	108.5									
	48									
ii) More holiday lets Comments: In reasonable numbers (1), Neutral (1), No (1), comment about affordable housing?? (1)		<table border="1"> <tr> <td>Agree</td> <td>7</td> </tr> <tr> <td>Disagree</td> <td>33.5</td> </tr> <tr> <td></td> <td>123.5</td> </tr> <tr> <td></td> <td>82</td> </tr> </table>	Agree	7	Disagree	33.5		123.5		82
Agree	7									
Disagree	33.5									
	123.5									
	82									
iii) More campsites Comments: Tents only (1), No/unsure (4), Non-permanent sites (1).		<table border="1"> <tr> <td>Agree</td> <td>20.5</td> </tr> <tr> <td>Disagree</td> <td>38</td> </tr> <tr> <td></td> <td>107.5</td> </tr> <tr> <td></td> <td>89</td> </tr> </table>	Agree	20.5	Disagree	38		107.5		89
Agree	20.5									
Disagree	38									
	107.5									
	89									
iv) Community-led guided tours Comments: Yes(2) eg history, nature.		<table border="1"> <tr> <td>Agree</td> <td>24</td> </tr> <tr> <td>Disagree</td> <td>139</td> </tr> <tr> <td></td> <td>48</td> </tr> <tr> <td></td> <td>29</td> </tr> </table>	Agree	24	Disagree	139		48		29
Agree	24									
Disagree	139									
	48									
	29									
Summary of 'Other' comments by type / (number)	Public toilets/car park (3), Map of walks (3), Extra B & B/Air B & B (2), Glamping (2), Cycle tours (2), Pop-up camping/car park (1), Waterworks museum (1), Tourist info in telephone box (1), Only pub benefits (1).									

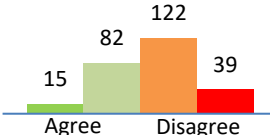
GETTING AROUND

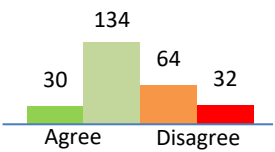
Q11a) Should appropriate traffic management restrictions, e.g. road markings,

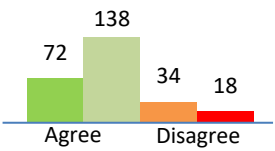
bollards, signage etc. be introduced at key hazard points as indicated?	
i) Winslow to Verlands Road Comments: Misleading re: traffic speed (1), 20 mph limit through village (1)	
ii) Cartshed/Bus Stop Comments: Stop parking on the bus stop (1)	
iii) Sutton Road between Mill House and Northdown Farm Comments: Extend to Plaisters Lane and make 20mph (1), Speed bump above Northdown (1), Child safety re parked cars at pond (1),	
iv) East end of Mission Hall Lane just above the pond	
v) Tight bend on Plaisters Lane just below Wyndings Comments: 20mph limit (1), Mirrors (2), Road markings (1)	
Summary of Comments by type / (number)	Traffic calming/speed bumps (4), Reduce speed limit/maintain footpaths (1), Passing places on Plaisters (1) and Sutton Rd with double yellows (1), Makes area safer (1), Neutral (1), Less signs/markings (1).

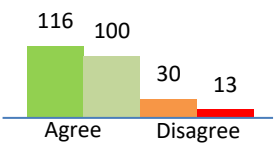
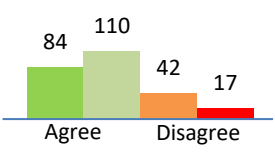
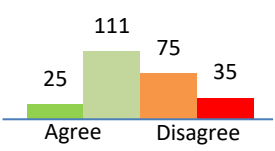
Q11b) An adequate public car park should be created in the village?	
Summary of Comments by type / (number)	General comments such as ban parking, why ask this question, presumptive (7), 'No suitable location' (4), Must be non-obtrusive (4), If we have a village shop (1)
	

Q11c) Do you have any suggestions for a suitable location	
Field/grounds next to Springhead (46), Wessex Water site/land (12), Next to Pond (3), Plaisters Lane/South of Morlands (2), Purchase land (2), Evangelical Church (1)	

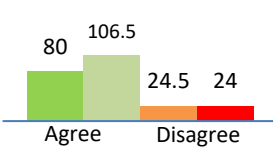
Q11d) All new future developments should include	
i) Pavements?	

ii) Street lighting?		
Summary of Comments by type / (number)	Pavements: never (2), sometimes (8). Lighting: never (1), sometimes (4), for Puddledock (2).	

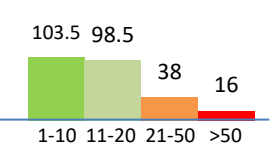
Q12a) Do you agree that on balance the benefits of reduced congestion outweigh the potential additional housing costs?		
Summary of Comments by type / (number)	(None)	

Q12b) Planning permission for any new housing should require the following?		
i) A minimum of two allocated off-street parking places per home		
ii) A minimum of one unallocated visitor parking space for every four homes		
iii) A minimum of one electric vehicle charging point per home		
Summary of Comments by type / (number)	One parking space (3). Leave to Planning Authority (3). Concern at cost of charging point (1). Use County guidelines but make compulsory (1).	

HERITAGE

Q13) Do you agree with the principle of creating a Local Heritage Asset List?		
Summary of Comments by type / (number)	Opposed to principle or to process (4). Unnecessary in Conservation Area (2). Listed Building protection sufficient (3)	

HOUSING AND PLANNING

Q14) How many new homes do you think should be built within the village up to 2036?		
Summary of Comments by type / (number)	Style(1) Road access (2) Density (1) Why not have a none box(2)	

Q15) Do you agree with each of the following statements?	
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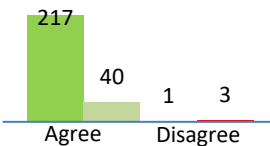
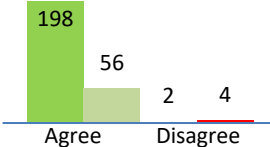
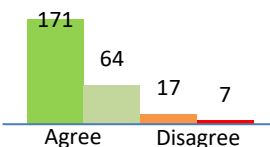
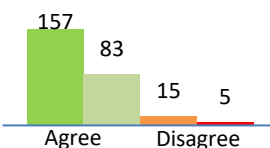
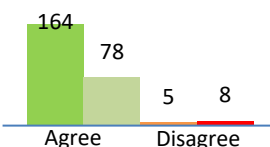
a) The defined development boundary should be redrawn to create additional development opportunities	<p>31 56 87 84 Agree Disagree</p>
b) Housing should only be allowed within the existing defined development boundary	<p>92 88 48 27 Agree Disagree</p>
c) Some existing housing could be demolished to allow more houses to be built there at a higher density	<p>20 115 78 45 Agree Disagree</p>
d) New house building should generally be allowed in the gardens of some existing homes	<p>16 135.5 67.5 41 Agree Disagree</p>
Summary of Comments by type / (number)	Additional written comments re: questions 15a and 15b (21) supported moving development boundary (15) wanted to retain boundary (16) were neutral (2) found the questions to be biased. Question 15c (4) supported (1) non-support. Question 15d (8) supported (2) did not support concerns over density (6) style and size (6) traffic increase and flow (4) and neighbourly issues (2)

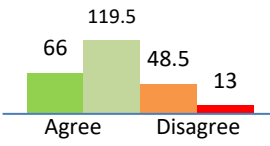
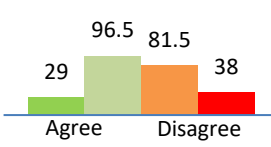
Q16) Would you support the development of a site outside the defined settlement boundary for 100% affordable housing for local people?	<p>24 75 72 85 Agree Disagree</p>
Summary of Comments by type / (number)	Support (3) non-support (6) Comments on affordability (5) demographics (1)

Q17) Do you agree with each of the following statements?	
a) Future development, wherever it happens in the village, should take greater account of nearby building design and materials	<p>124 105 23 10 Agree Disagree</p>
b) Future development, wherever it happens in the village, should take greater account of typical building design and materials, reflecting the building styles of the historic core	<p>114 92 41.5 14.5 Agree Disagree</p>
c) Contemporary/innovative building design should be encouraged, in areas other than the historic core	<p>35 99 99 28 Agree Disagree</p>
d) In those areas which are outside of the historic village core (see map) there is no need to reflect the surrounding design and materials	<p>12 59 127 65 Agree Disagree</p>
Summary of Comments	Matter of taste (7) Support for innovative design (6)

by type / (number)	Protect village centre (1)
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SPORTS AND RECREATION

Q18) Do you agree that the following are of significant value to the community?											
i) Pond	 <table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>217</td></tr> <tr><td>Disagree</td><td>40</td></tr> <tr><td>Opposed</td><td>1</td></tr> <tr><td>Not Significant</td><td>3</td></tr> </table>	Response	Count	Agree	217	Disagree	40	Opposed	1	Not Significant	3
Response	Count										
Agree	217										
Disagree	40										
Opposed	1										
Not Significant	3										
ii) Mission Hall	 <table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>198</td></tr> <tr><td>Disagree</td><td>56</td></tr> <tr><td>Opposed</td><td>2</td></tr> <tr><td>Not Significant</td><td>4</td></tr> </table>	Response	Count	Agree	198	Disagree	56	Opposed	2	Not Significant	4
Response	Count										
Agree	198										
Disagree	56										
Opposed	2										
Not Significant	4										
iii) Springhead Public House	 <table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>171</td></tr> <tr><td>Disagree</td><td>64</td></tr> <tr><td>Opposed</td><td>17</td></tr> <tr><td>Not Significant</td><td>7</td></tr> </table>	Response	Count	Agree	171	Disagree	64	Opposed	17	Not Significant	7
Response	Count										
Agree	171										
Disagree	64										
Opposed	17										
Not Significant	7										
iv) Waterworks Museum	 <table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>157</td></tr> <tr><td>Disagree</td><td>83</td></tr> <tr><td>Opposed</td><td>15</td></tr> <tr><td>Not Significant</td><td>5</td></tr> </table>	Response	Count	Agree	157	Disagree	83	Opposed	15	Not Significant	5
Response	Count										
Agree	157										
Disagree	83										
Opposed	15										
Not Significant	5										
v) Veterans Wood	 <table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>164</td></tr> <tr><td>Disagree</td><td>78</td></tr> <tr><td>Opposed</td><td>5</td></tr> <tr><td>Not Significant</td><td>8</td></tr> </table>	Response	Count	Agree	164	Disagree	78	Opposed	5	Not Significant	8
Response	Count										
Agree	164										
Disagree	78										
Opposed	5										
Not Significant	8										
Summary of Comments by type / (number)	All property in Historic Core (1). Cartshed (4). Land in front of 97 Sutton Road (3). Green Wedge land (4). The Mill (1). Other fields various (5). Not the Springhead (1). Various footpaths (3). Opposed to principle (2)										

Q19a) Which of the following additional community facilities would you support?											
i) Village Green	 <table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>66</td></tr> <tr><td>Disagree</td><td>119.5</td></tr> <tr><td>Opposed</td><td>48.5</td></tr> <tr><td>Not Significant</td><td>13</td></tr> </table>	Response	Count	Agree	66	Disagree	119.5	Opposed	48.5	Not Significant	13
Response	Count										
Agree	66										
Disagree	119.5										
Opposed	48.5										
Not Significant	13										
ii) Village Shop	 <table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>29</td></tr> <tr><td>Disagree</td><td>96.5</td></tr> <tr><td>Opposed</td><td>81.5</td></tr> <tr><td>Not Significant</td><td>38</td></tr> </table>	Response	Count	Agree	29	Disagree	96.5	Opposed	81.5	Not Significant	38
Response	Count										
Agree	29										
Disagree	96.5										
Opposed	81.5										
Not Significant	38										

iii) Larger Meeting Hall	<table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>8</td></tr> <tr><td>Disagree</td><td>153.5</td></tr> </table>	Response	Count	Agree	8	Disagree	153.5
Response	Count						
Agree	8						
Disagree	153.5						
iv) Children's Play Area	<table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>28</td></tr> <tr><td>Disagree</td><td>83</td></tr> </table>	Response	Count	Agree	28	Disagree	83
Response	Count						
Agree	28						
Disagree	83						
v) Sports Field	<table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>14</td></tr> <tr><td>Disagree</td><td>32</td></tr> </table>	Response	Count	Agree	14	Disagree	32
Response	Count						
Agree	14						
Disagree	32						
vi) Community Allotments	<table border="1"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Agree</td><td>30</td></tr> <tr><td>Disagree</td><td>21</td></tr> </table>	Response	Count	Agree	30	Disagree	21
Response	Count						
Agree	30						
Disagree	21						
Summary of Comments by type / (number)	Village orchard rather than village green (1). Rebuild Waterworks chimney (1). Play facilities already at pub (11). Larger Halls available (3). Picnic area (1)						

Q19b) Do you have any suggestions for suitable locations?
Wessex Water field (6). Land off Plaisters Lane (5). Field next to or behind pub (17). Land in front of 97 Sutton Road (4). Land in front of Myrtle Cottages (2). Field at end of Old Bincombe Lane (1). Shop at pub (3). Land behind The Willows (2). Pumping Station (1). Evangelical Church (1). Green Wedge land (1).

PLACE APPRAISAL

Do you have any comments on the Place Appraisal?

A summary of grouped comments is as follows:-

- Comments on the Neighbourhood Plan process or Sutton Poyntz as a village. There were 29 comments, in 19 groups. 6 were critical of the intention to create a Neighbourhood Plan, or of the representative nature or vested interests of the Steering Group. 2 respondents had misunderstood the nature of the Place Appraisal, and thought it was the Neighbourhood Plan. 3 comments noted that the Traffic Speed Survey has not yet been published by the Steering Group. The same 3 respondents also suggested that a Housing Needs measure could not be derived solely from those already living in the village.
- 9 comments criticised the accessibility of the Place Appraisal document.
- Suggested corrections or improvements to the Place Appraisal document. There were a total of 83 comments in this category, in 55 groups. These will all be considered by the Place Appraisal subgroup for the next revision of the document.
- Comments on the Place Appraisal document as a whole, not requesting any particular change. There were 53 comments in this category, in 9 groups.

Almost all of these praised the document with the word "Excellent" featuring many times; just one respondent found the document "complicated and confusing".

- Comments that were in effect expanded answers to Survey questions. There were 35 comments in this category, in 19 groups. These comments will be analysed along with the comments in the Stage 2 Survey responses themselves.
- Comments relating to specific focal topics (such as Transport). There were 63 comments, in 45 groups. These will be passed to the appropriate subgroup(s) for consideration in their Plan drafting.

SUMMARY OF HOUSING NEEDS SURVEY RESPONSE

Fifty seven housing surveys were returned however 20 returns had been left blank and a further 6 had answered question 1 as none or not applicable, therefore a total of 31 forms included data for analysis and the information extracted from these indicates the following key trends.

- A theme of the current property being too large
- Need for smaller units and some demand for bungalows due to problems with stairs
- Twice as many couples compared to single people are in housing need
- People aged over 45 predominate in terms of age group.
- With a high level of returns showing current ownership with no mortgage it is reasonable to suggest that the housing need is very limited within the village and the survey is in the main highlighting issues regarding availability of housing type.

This data will be used to inform the work of the Housing and Planning sub-group.

Should you have any questions please do not hesitate to contact any member of the Steering Group.

<i>Steering Group Members</i>		
Mike Blee		
Bill Davidson		
Bill Egerton		
Sue Elgey		
Tony Ferrari		
Susan Higham		
Andy Hohne		
Keith Hudson		
Keith Johnson		
Huw Llewellyn		
Colin Marsh		
Liz Pegrum		
<i>Email: neighbourhood@suttonpoyntz.org.uk</i>		

The full data for both the Stage Two Survey and the Housing Needs Survey can be viewed on the web site at <http://suttonpoyntz.org.uk/neighbourhood/consultation2>